

Subject: Re: PBID Contract
From: Andrew Kasdin
Date: 11/14/2016 03:02 PM
To: Lorena Parker
CC: Benjamin Johnson <ben.johnson@lacity.org>

Hi Lorena,

Just a quick update. Our Admin Division is steeped in budget work for DCA's next budget submission. I am doing all I can to get your contract out to you this week so you can sign and invoice us.

I apologize for this extra delay, but we are at the finish line I promise!

Best

Andrew

On Wed, Nov 9, 2016 at 5:27 PM, Andrew Kasdin <andrew.kasdin@lacity.org> wrote:

Hi Lorena,

I apologize for not getting the final draft of the contract for you today.

Ben looked at it (Thank you!), and we just had to change some details, as the number of events produced were greater than what we originally had (This is great).

Also, you may recall I emailed a contract draft with the deliverables for the grant on July 6. There was language in that contract regarding what is needed in your final report to us that is needed for our funder, the California Arts Council. To make this step easier, I created a form that you can fill out.

I am going to put all this together, and give to our Contract Administrator to send to you asap this week.

Thank you so much for your patience with our contract process. I really want you to know how grateful we are that the PBID was able to implement the program, so that we were able to keep to our timeline we provided to the California Arts Council.

We have the contract structured so you can receive payments immediately upon receipt of the contract and a first invoice to us.

Please let me know if you have any questions, and thank you again!

Best

Andrew

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